

## Batched Bid Submission

### Company Acknowledgement:

The undersigned, having become thoroughly familiar with the terms, conditions, limitations, and provisions of the housing improvement work to be performed to the property's listed below to be funded through the City of Charlotte Neighborhood & Business Services, in addition, having fully inspected the site in all particulars, hereby proposes and agrees to fully perform the work within the time stated and in strict accordance with the proposed contract documents including furnishing of any and all labor and materials, and to do all work required to complete said Work in accordance with the advised respective contractual, for the sum of money:

All labor, materials, services and equipment necessary for the completion of the Work shown on the Drawings and in the Specifications:

Address	Bid walk date	Addendum date	Total
1509 Parkwood Ave	1/24/2017 9:30am	1/25/20	
1000 Delmar Ln	1/24/2017 10:30am	1/25/20	
236 Keswick Ave	1/24/2017 11:30am		
315 Dixon St	1/24/2017 12:30pm	1/25/20	
<b>Grand total Bid:</b>			
<b>Written Grand Total Bid:</b>			

Company shall enter dates below based on their capacity, when they can start and finish the projects above. Project start date shall be no sooner than February 27th, 2017.  
(Contractors will be held accountable for these dates.)

<b>Project start date:</b>	
<b>Project Completion Date:</b>	

Please Print and Sign:	
Company Name/Firm:	
Authorized Representative Name:	
Signature:	Date:



## ADDENDUM Invitation to Bid

**Documents included in Package:**

- 1) Instruction to Bidders
- 2) Specs by Location/Trade (Scope of Work)
- 3) Subcontractor Certifications (if applicable)
- 4) Floor Plan / Site Drawing (if applicable)

**Bid Walk & Bid Opening:**

Project Address: <b>1509 Parkwood Ave.</b>		<b>LEADSAFE CHARLOTTE</b>
Call project manager for full address		
<b>Bid Walk: 1/24/2017 at 9:30 am</b>		
<b>Bid Opening: 1/31/2017 at 2:00 pm</b>		
Client Name:		Contact Number:
Project Manager: John Sutton		Contact Number: 704-361-3881

**Bid Walk and Bidding Instructions:**

*All bid walks are mandatory.*

*If you are going to be late the policy is the following:*

Contact me BEFORE the start time if you are going to be late. If you are going to be more than 10 minutes late, we will proceed without you and you will not be permitted to bid.

The day of a bid walk the best way to reach me is at John Sutton (cell # 704-361-3881).

*Bids must be received by the date, time and place specified. All others will be considered non responsive and disqualified.*

**The Bids will be opened at 600 East Trade St. immediately following the above due date and time.**



**SAFE HOME**  
**CITY OF CHARLOTTE**  
NEIGHBORHOOD & BUSINESS SERVICES

**Company Acknowledgement:**

The undersigned, having become thoroughly familiar with the terms, conditions, limitations, and provisions of the housing improvement work to be performed at **1509 Parkwood Ave.** to be funded through the City of Charlotte Neighborhood & Business Services, in addition, having fully inspected the site in all particulars, hereby proposes and agrees to fully perform the work within the time stated and in strict accordance with the proposed contract documents including furnishing of any and all labor and materials, and to do all work required to complete said Work in accordance with the advised respective contractual, for the sum of money:

***All labor, materials, services and equipment necessary for the completion of the Work shown on the Drawings and in the Specifications:***

Dollars (\$ \_\_\_\_\_ )

*Written total*

Specs Dated: 1/24/2017      Number of Pages: 1

Addenda # 1 Dated: 1/25/2017      Number of Pages: 1

Addenda # 2 Dated:      Number of Pages:

**Project start date:**

**Project Completion Date:**

***Please Print and Sign:***

Company Name/Firm:

Authorized Representative Name:

Signature:

Date:



### **Requirements For Bidders**

The City awards rehabilitation bids to the lowest responsive and responsible bidder. A responsible bidder for the safe home program is one who:

- 1) Is a licensed general contractor in the State of North Carolina;
- 2) Has an Renovate, Repair & Paint Certification (<http://www2.epa.gov/lead/renovation-repair-and-painting-program>);
- 3) Is not listed on a local, state or federal debarment list;
- 4) Carries an appropriate amounts of insurance;
- 5) Can provide references verifying the contractor has completed work of a similar scope in a good workmanship like manner or successfully completed prior work for the Safe Home program. Referenced work must have been completed in one year or less from date of this invitation to bid.

A responsive bidder must:

- 1) Submit all requested documentation on time;
- 2) Meet the above requirements for responsibility at the time of bid submittal;
- 3) Have the capacity to meet the required schedule for the project.
- 4) Existing rehab projects contracted by the contractor must be on schedule.

The City reserves the right to waive any minor informalities or irregularities, which do not go to the heart of the bid submittal or prejudice other offers, or to reject, for good and compelling reasons, any or all bid submittals.

John Sutton  
Rehabilitation Specialist  
City of Charlotte  
Neighborhood and Business Services  
600 E. Trade St.  
Charlotte, NC 29202  
PH: (704) 336-5296  
Fax: (704) 336-3489

LEAD ABATEMENT SCOPE OF WORK  
& INSTRUCTIONS TO BIDDERS

Address 1509 Parkwood Ave

Complete the following scope of work:

Item #	Feature	Method	Number	Cost Per unit	COST
1	Side A through D - Exposed light brown vinyl-covered walls (wood walls which exist beneath the vinyl-coverings are coated with Lead Based Paint)	Remove vinyl coverings, cover with Tyvek and vinyl and aluminum			
2	Side A through D - Exposed light blue wood soffits, crown moldings, Trim boards and rafters (vinyl and aluminum coverings are detached in numerous locations - wood components which exist beneath the vinyl and aluminum coverings are coated with Lead Based Paint)	Replace rotted wood, remove vinyl and aluminum coverings, cover with Tyvek and aluminum or vinyl.			
3	Side A Porch - brown and light brown wood crown moldings, ceiling support beams and trim boards, brown concrete column base tops and red concrete stair stringer tops	Cover with Tyvek and vinyl and aluminum			
4	Side A through D - light brown aluminum-covered attic air vent frames and wood attic air vents	Replace			
5	Porch Columns and Window trim + Sills	Wrap in Aluminum			
6	Door D 1 (to Room 8) - brown wood threshold	Replace			
7	Side A through D - drip line soil	Remove paint chips and cover drip line with landscape fabric and mulch.			
8	Waste Disposal				
total:					

Contractors may submit an occupant protection plan on the form provided.

1 Contact Jim Roy if an additional form is needed. Phone 704-968-4111.

Complete all interior work in a unit in a single day.

2 Allow for replacement of 50 board feet of rotted wood.

3 Unless otherwise noted any window or door removal and replacement

4 Includes frame and trim on both sides.

In lieu of complete removal, window frames may be enclosed with vinyl on

5 exterior in accordance with all project manual requirements

6 Contact Jim Roy to conduct inspections prior to repainting or other putback and after vinyl siding installation.

Windows being placed in a bathroom need to be tempered glass.

Total Bid:

Acknowledgement of Addenda (if:

0

Addendum#	Date

The undersigned contractor agrees to perform the scope of work for the indicated fee in accordance with applicable regulations and the project manual. The undersigned also certifies that the work will be completed within 60 days of award.

Signature of authorized contractor representative:

Contractor Submitting Bid:

Address:

Phone:




*DM*

*Providing integrated environmental and geotechnical solutions*

**Charlotte, NC 28205**



**NOT TO SCALE**

 = Window  
 = Door  
 = Soil Sample Location



## ADDENDUM Invitation to Bid

**Documents included in Package:**

- 1) Instruction to Bidders
- 2) Specs by Location/Trade (Scope of Work)
- 3) Subcontractor Certifications (if applicable)
- 4) Floor Plan / Site Drawing (if applicable)

**Bid Walk & Bid Opening:**

Project Address: <b>315 Dixon St.</b>		<b>SAFE HOME CHARLOTTE</b> <b>LEADS SAFE CHARLOTTE</b>	
Call project manager for full address			
Bid Walk: <b>1/26/2017 at 12:00 noon</b>			
Bid Opening: <b>2/02/2017 at 2:00 pm</b>			
Client Name:		Contact Number:	
Project Manager: John Sutton		Contact Number: 704-361-3881	

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**The Bids will be opened at 600 East Trade St. immediately following the above due date and time.**



**SAFE HOME**  
**CITY OF CHARLOTTE**  
NEIGHBORHOOD & BUSINESS SERVICES

**Company Acknowledgement:**

The undersigned, having become thoroughly familiar with the terms, conditions, limitations, and provisions of the housing improvement work to be performed at 315 Dixon St., to be funded through the City of Charlotte Neighborhood & Business Services, in addition, having fully inspected the site in all particulars, hereby proposes and agrees to fully perform the work within the time stated and in strict accordance with the proposed contract documents including furnishing of any and all labor and materials, and to do all work required to complete said Work in accordance with the advised respective contractual, for the sum of money:

***All labor, materials, services and equipment necessary for the completion of the Work shown on the Drawings and in the Specifications:***

Dollars (\$) \_\_\_\_\_

*Written total*

Specs Dated: 1/18/2017      Number of Pages: 3

Addenda # 1 Dated: 1/25/2017      Number of Pages:

Addenda # 2 Dated:      Number of Pages:

**Project start date:**

**Project Completion Date:**

***Please Print and Sign:***

Company Name/Firm:

Authorized Representative Name:

Signature:

Date:





### **Requirements For Bidders**

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- 1) Is a licensed general contractor in the State of North Carolina;
- 2) Has an Renovate, Repair & Paint Certification (<http://www2.epa.gov/lead/renovation-repair-and-painting-program>);
- 3) Is not listed on a local, state or federal debarment list;
- 4) Carries an appropriate amounts of insurance;
- 5) Can provide references verifying the contractor has completed work of a similar scope in a good workmanship like manner or successfully completed prior work for the Safe Home program. Referenced work must have been completed in one year or less from date of this invitation to bid.

A responsive bidder must:

- 1) Submit all requested documentation on time;
- 2) Meet the above requirements for responsibility at the time of bid submittal;
- 3) Have the capacity to meet the required schedule for the project.
- 4) Existing rehab projects contracted by the contractor must be on schedule.

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John Sutton  
Rehabilitation Specialist  
City of Charlotte  
Neighborhood and Business Services  
600 E. Trade St.  
Charlotte, NC 29202  
PH: (704) 336-5296  
Fax: (704) 336-3489

# Work Specification

Prepared By:  
City of Charlotte Neighborhood & Business Services  
600 E. Trade Street  
Charlotte, NC 28202  
(704) 336-7600

## Property Details

Address:	315 Dixon St Charlotte, NC 28216	Owner:	Gloria McClain
Structure Type:	Single Unit	Owner Phone:	Home: (704) 335-1592
Square Feet:	1736	Program(s):	Safe Home FY 2015 Tested- HAS LEAD
Year Built:	1924		
Property Value:			
Tax Parcel:	06901217		
Census Tract:			
Property Zone:	Council District 2		

## Repairs

### Description

Floor

Room

Exterior

### Portable Toilet

Provide temporary toilet facilities from job start until approval of permanent facilities.

Bid Cost:	<u>        </u>	X	<u>        </u>	=	<u>        </u>
	Base		Quantity		Total Cost

## Permits Required

The contractor is responsible obtaining and paying for all permits required. Said permits shall include all items in this scope of work.

Bid Cost:	<u>        </u>	X	<u>        </u>	=	<u>        </u>
	Base		Quantity		Total Cost

## Waste Disposal

Bid Cost:	<u>        </u>	X	<u>        </u>	=	<u>        </u>
	Base		Quantity		Total Cost

## Lead Based Paint Scope

Exterior

See attached scope. An allowance to complete the scope of work attached.

Bid Cost:	<u>        </u>	X	<u>        </u>	=	<u>        </u>
	Base		Quantity		Total Cost

# Work Specification

## Asbestos Abatement Scope

Remove and properly dispose of damages siding shingles.

Replace with non asbestos replacement shingles, matching as close as possible. Paint new shingles as close as possible to match.

Bid Cost:	<u>          </u>	X	<u>          </u>	=	<u>          </u>
	Base		Quantity		Total Cost

## Foundation Repair

Replace missing or damaged bricks in the foundation walls.

Bid Cost:	<u>          </u>	X	<u>          </u>	=	<u>          </u>
	Base		Quantity		Total Cost

## Combination CO2/Smoke Detector Hard Wired

Install a hard wired combination carbon monoxide and smoke detector with battery back up. (35.09)

Bid Cost:	<u>          </u>	X	<u>          </u>	=	<u>          </u>
	Base		Quantity		Total Cost

## Smoke Detector Hard Wired

Install UL approved, interconnected, ceiling mounted smoke and heat detectors permanently wired into a receptacle boxes with battery backups in bedrooms and outside of sleeping areas.

Bid Cost:	<u>          </u>	X	<u>          </u>	=	<u>          </u>
	Base		Quantity		Total Cost

## Ceiling Repair Upstairs Hall and Laundry Room

Repair ceiling finish. Patch drywall or plaster holes in ceiling greater than one inch. All others use an adhesive mesh and mud over mesh with the appropriate material. Wet sand and smooth.

Bid Cost:	<u>          </u>	X	<u>          </u>	=	<u>          </u>
	Base		Quantity		Total Cost

## Prep & Paint Room Flat Upstairs Hall and Laundry Room

Remove or cover hardware and accessories not to be painted. Scrape loose, peeling, cracked and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Prime all new materials and spot prime existing with acrylic latex. Top coat with owner's choice of low VOC acrylic FLAT latex. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included.

Bid Cost:	<u>          </u>	X	<u>          </u>	=	<u>          </u>
	Base		Quantity		Total Cost

# Work Specification

## Insulate Floor R-19

Install R-19 Kraft faced batt fiberglass insulation to floor where missing. Vapor barrier must face heated space. Use strong wire, "tiger teeth" or mesh to hold insulation in place. (24.3)

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Vinyl Window

Dispose of window units and any security bars. Field measure, order and install new Energy Star rated vinyl, double glazed LOW-E windows including half screens. Insulate rough opening. Install new extension jambs, casing and sill as needed, prime and paint. Exterior trim to be wrapped in PVC coated aluminum coil as needed. Repair all areas disturbed by removal and installation. This installation is to include repairing any damaged header, framing (to include king studs, jack studs etc.) sub-floor, floor joists, band joists and sill. (17)

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Window Sills

Replace deteriorated window sill. A side second floor L-R #1.

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Tear Off & Reroof Shingles

Exterior

Remove and dispose of existing roofing, inspect and repair roof deck (include 96 sq.ft. of decking replacement in bid) and install new 30 year architectural shingles. Include ice and water shield at all roof edges, felt paper, shingle over ridge vent, boots, flashing and all necessary accessories. (13.3)

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Facia Boards

Replace rotten fascia board on side B. Correct sheathing in same area. Paint to match.

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Certification

Contractor Name: \_\_\_\_\_

Total Cost: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

LEAD ABATEMENT SCOPE OF WORK  
& INSTRUCTIONS TO BIDDERS

Address **315 Dixon St.**

Complete the following scope of work:

Item #	Feature	Method	Number	Cost Per unit	COST
1	<u>15A, L-R 1 (2nd Floor) window trim and 15D, L-R 2 (2nd Floor) window sill/frame.</u>	Remove and replace window and frame with vinyl replacement windows. Replace wood window trim, cauld and paint to match existing.			
2	<u>Side A through side K - Soil (Drip-line)</u>	Clean soil of any paint chips & install mulch at drip-line of home to a width of 3 feet and a depth of 6 inches.			
3	Waste Disposal				

**TOTAL**

Contractors may submit an occupant protection plan on the form provided.

1 Contact Jim Roy if an additional form is needed. Phone 704-968-4111.

Complete all interior work in a unit in a single day.

2 Allow for replacement of 50 board feet of rotted wood.

3 Unless otherwise noted any window or door removal and replacement

4 includes frame and trim on both sides.

In lieu of complete removal, window frames may be enclosed with vinyl on

5 exterior in accordance with all project manual requirements

6 Contact Jim Roy to conduct inspections prior to repainting or other putback and after vinyl siding installation.

Windows being placed in a bathroom need to be tempered glass.

**Total Bid:**

Acknowledgement of Addenda (if

0

Addendum#	Date

The undersigned contractor agrees to perform the scope of work for the indicated fee in accordance with applicable regulations and the project manual. The undersigned also certifies that the work will be completed within 60 days of award.

Signature of authorized contractor representative:

Contractor Submitting Bid:

Address:

Phone:



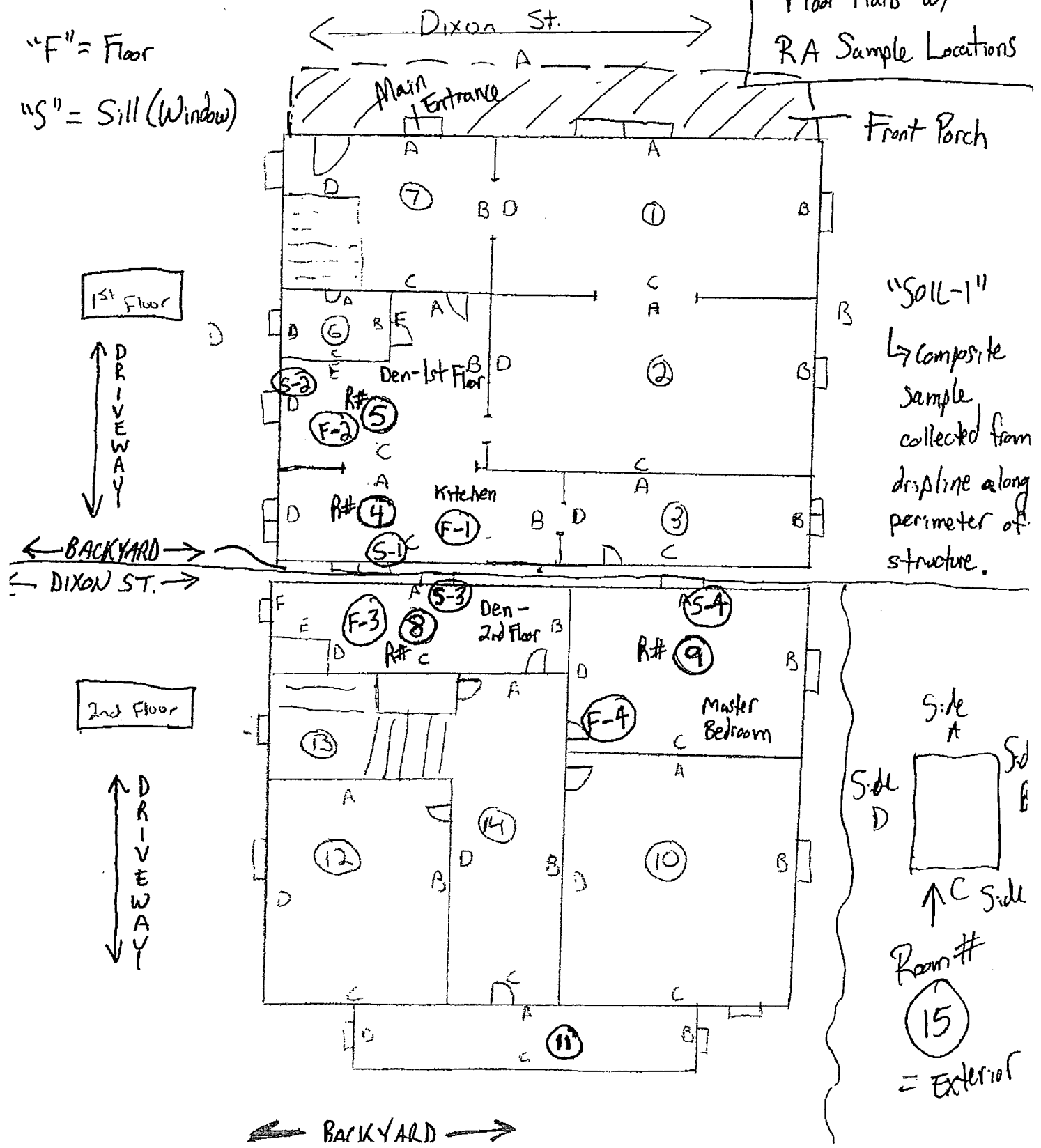
JOB NO. 1354-B-044  
SHEET NO. 1  
DATE 8/18/16

JOB NAME City of Charlotte  
SUBJECT 315 Dixon St.

COMPUTED BY Tom Gardner  
CHECKED BY

Floor Plans w/  
RA Sample Locations

"F" = Floor  
"S" = Sill (Window)





## **ADDENDUM**

### **Invitation to Bid**

**Documents included in Package:**

- 1) Instruction to Bidders
- 2) Specs by Location/Trade (Scope of Work)
- 3) Subcontractor Certifications (if applicable)
- 4) Floor Plan / Site Drawing (if applicable)

**Bid Walk & Bid Opening:**

Project Address: <b>1000 Delmar Ln.</b>		<b>LEADSAFE CHARLOTTE</b>
Call project manager for full address		
Bid Walk: <b>1/24/2017 at 10:30 am</b>		
Bid Opening: <b>1/31/2017 at 2:00 pm</b>		
Client Name:		Contact Number:
Project Manager: John Sutton		Contact Number: 704-361-3881

**Bid Walk and Bidding Instructions:**

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**SAFE HOME**  
**CITY OF CHARLOTTE**  
NEIGHBORHOOD & BUSINESS SERVICES

**Company Acknowledgement:**

The undersigned, having become thoroughly familiar with the terms, conditions, limitations, and provisions of the housing improvement work to be performed at **1000 Delmar Ln.** to be funded through the City of Charlotte Neighborhood & Business Services, in addition, having fully inspected the site in all particulars, hereby proposes and agrees to fully perform the work within the time stated and in strict accordance with the proposed contract documents including furnishing of any and all labor and materials, and to do all work required to complete said Work in accordance with the advised respective contractual, for the sum of money:

***All labor, materials, services and equipment necessary for the completion of the Work shown on the Drawings and in the Specifications:***

Dollars (\$ \_\_\_\_\_ )

*Written total*

Specs Dated: 1/24/2017      Number of Pages: 1

Addenda # 1 Dated: 1/25/2017      Number of Pages: 1

Addenda # 2 Dated:      Number of Pages:

**Project start date:**

**Project Completion Date:**

***Please Print and Sign:***

Company Name/Firm:

Authorized Representative Name:

Signature:

Date:





### **Requirements For Bidders**

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- 1) Is a licensed general contractor in the State of North Carolina;
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- 4) Carries an appropriate amounts of insurance;
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Rehabilitation Specialist  
City of Charlotte  
Neighborhood and Business Services  
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Charlotte, NC 29202  
PH: (704) 336-5296  
Fax: (704) 336-3489

LEAD ABATEMENT SCOPE OF WORK  
& INSTRUCTIONS TO BIDDERS

Address 1000 Delmar Ln.

Complete the following scope of work:

Item #	Feature	Method	Number	Cost Per unit	COST
1	Side A through side D. INCLUDING THE EXTERIOR ROOM - light brown wood walls, seam boards and corner boards. NOTE: Includes replacing any deteriorated building components.	Cover with Tyvek and aluminum or vinyl			
2	Side A through D INCLUDING THE EXTERIOR ROOM- brown and light brown wood facias, soffits, crown moldings, trim boards and roof beams (Note: many of the facia boards and some of the soffits have been replaced with newer wood which is not coated with lead-based paint). NOTE: Includes replacing any deteriorated building components.	Cover with Tyvek and aluminum or vinyl.			
3	Side A through side D. INCLUDING THE EXTERIOR ROOM- light brown wood window casings, headers, sills, sashes and wells 8 windows. NOTE: Includes replacing any deteriorated building components.	Replace window sashes and wells and cover window casings, headers and sills with Tyvek and aluminum			
4	Waste Disposal				

**total:**

Contractors may submit an occupant protection plan on the form provided.

1 Contact Jim Roy if an additional form is needed. Phone 704-968-4111.

Complete all interior work in a unit in a single day.

2 Allow for replacement of 50 board feet of rotted wood.

3 Unless otherwise noted any window or door removal and replacement

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In lieu of complete removal, window frames may be enclosed with vinyl on

5 exterior in accordance with all project manual requirements

6 Contact Jim Roy to conduct inspections prior to repainting or other putback and after vinyl siding installation.

Windows being placed in a bathroom need to be tempered glass.

**Total Bid:**

Acknowledgement of Addenda (if 0

Addendum#	Date

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Signature of authorized contractor representative:

Contractor Submitting Bid:

Address:

Phone:

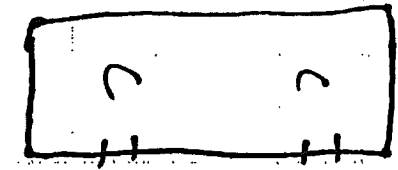
# ROY CONSULTING GROUP CORPORATION

Providing integrated environmental and geotechnical solutions

1000 Delmar Lane

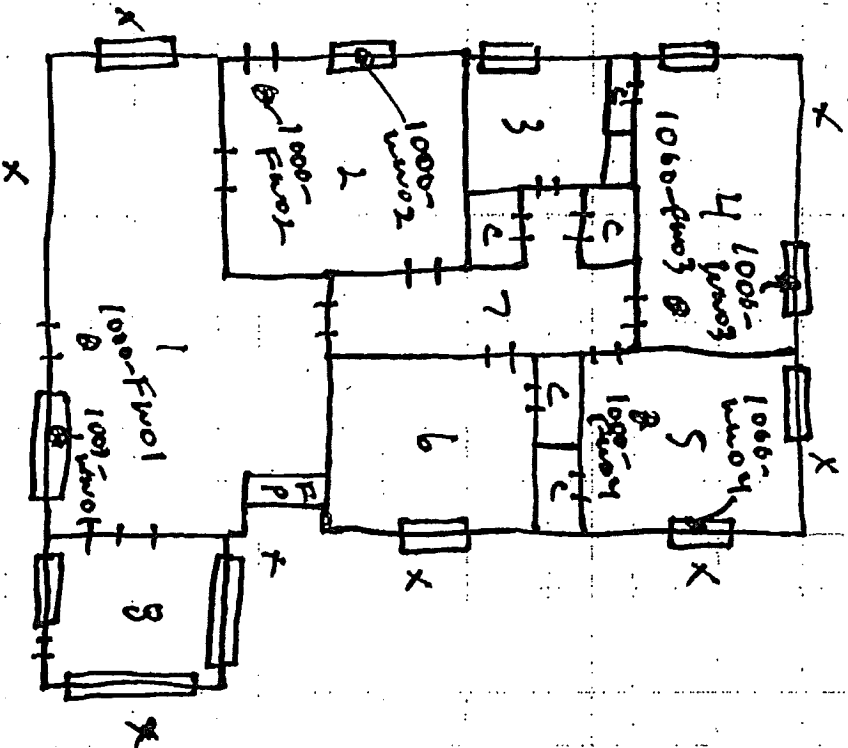
Charlotte, NC 28217

SIDE B





C A R P O R

SIDE C



SIDE D

## Legend

-  = Window
-  = Door
- X = Soil Sample Location

SIDE A

NOT TO SCALE